**Redlist PM Program Training**

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So today's training is going to be on the PM programs tool for the Redist platform.

The main purpose of the PM program tool is going to be to build out the maintenance programs for mobile equipment and fixed equipment, and it allows us to do some shortcutting there where we're able to create PM programs that can then be applied to multiple assets rather than building out PM programs for assets one at a time.

So it's meant to speed things up and give you guys a quicker way and easier way to create, manage and update your preventative maintenance programs for the equipment that you are maintaining. So to get to other PM programs, the first thing we're going to do is come over here to the maintenance tab, and click on that. We're going to come right here to our PM programs from here. What we'll do is I'm going to move this over to just half of my screen.

I've got a maintenance manual pulled up right now for a Peterbilt 589, so I've got that here.

We'll use this to build out the PM program here. Kind of gives a real-world look and feel of going through a maintenance manual.

What information are we pulling out from that maintenance manual? Where is the best spot to put that in Red List so that it's easy, accessible, and makes sense and it's easy to build the PM program off of that? So now that we're in here in our PM program, our Template manager’s first step is going to be to come here and generate a template. So come here and generate this template. Here we're going to call this as ours. I'll just say this is our semi-truck template. You can get more descriptive with that if you would like to enter any name you want there, but I can also if needed I can add a make and model to this.

So pull in our Peterbilt make and this is for the 589. So we'll go ahead and put that in there.

This last piece is right here. What this gives me the option to do if I've already gone ahead and set up a PM program on a different type of semi-truck. If we've already done that somewhere else, what I can do is I can generate this new template off of that asset, so I've already gone through and done the work on one piece of equipment.

Let's say it's my 300-1. This is one of my trucks here. I can go ahead and select this and what will happen is, is this new template that I'm generating is going to automatically adopt all of the sections, components, tasks, and work order templates that were set up for that initial asset there. For today's example, we're going to go ahead and leave that off. We're just going to go ahead and click on generate template. It's going to create this template for us, so we've got this as soon as I generate that template, the system's going to automatically move it to the top of your list and select it for you. And so now, over here on the right-hand side, this is the information that I have built out for this template. So this being a new template, I don't have anything here. If we just go ahead and look at one of these other ones quickly, we can see one an example that is a little bit more built out, we can see our work order templates, the number of associated assets, and the components in sections and tasks that have been built out for, for this template here.

So we're going to go ahead and jump back to our newly created semi-truck template and the first thing we're going to do, there's a couple of different routes we can go up for building this out and what it we can really assign associated assets first if you want to go that route you could come in and Add all of your five eighty-nine semi-trucks first or your conveyors or whatever it might be umm or you can come down and start building out sections and components the order that these two happen doesn't really matter because whatever assets are added to this they will automatically adopt any components or tasks or sections that are added after the assets are added and vice versa any components, tasks, and sections that are added will be automatically adopted once we that are already here are going to be automatically adopted once we associated assets so the order that you do these two steps doesn't really matter.

The one thing we will want to do is create our work order templates and we want to do this step last just because we don't, you know, we don't have any of the task information yet to assign to those work order templates. So we're going to want to make sure that we do our tasks and components and sections first and then go ahead and move to the work order templates as kind of the last piece of that. So going through here, what I'll do is I'll start.

We'll start here by adding sections. This piece here is really for, reporting and just organization, General organization of your PM programs here.

It just kind of make things a little simpler. Easy to navigate. What I can do is I can add a section here, let's say is. I'm looking at my PM program here. If I wanted to create a section for the frame, for example of this Peterbilt, I can come in here. Select Add a section say this is my frame section and what this will be What I'll do with this is I will Add all of the components that are part of the frame into this frame section. Have added that section. I could go through, I could add and maybe add my drive train as a section. I had my engine as its own section and we kind of continued adding those sections.

Umm for this example, we'll just go ahead and do the one here. But now that I've got my frame section added, the next step that I'm going to do is I'm going to add a component. So what components are the parts of an asset that you perform maintenance on? So in Redlist, we attach our maintenance tasks to components. We don't attach maintenance tasks directly to an asset itself. There are some workarounds there if you're doing a kind of general inspection of an entire asset or piece of equipment. What we do have some customers do is they will create a section or a component that is the entire unit and then anything that needs to kind of be done. The piece of equipment or the asset in general just gets added thereto that entire unit component. So it's kind of a workaround there. If you do need to capture or set up a task on the asset itself, you know just need to create an entire unit component for the PM program. But generally speaking, our components are going to be the kind of broken down individual parts of an asset that we're going to be performing and it's on. So for example, here is we're looking at this, we've got our fifth wheel here is the component. We're doing an inspection on that fifth wheel. So and again, this might be I know we're looking at a semi-truck here. This could be if you're more fixed. Plant fixed maintenance. This could be if we're looking at a conveyor, we would set up a conveyor template and me. The component for that might be the motor. It might be the gearbox. It could be the idle, idle rollers, the drive side bearings, whatever it might be. Those are going to be your component, so this can be used not just for mobile equipment, but also for fixed women. And you just break it down into those component parts.

So from here, as we're looking at the frame, I've got my frame section set up. I'm going to add my first component, which is going to be this fifth wheel here. So what I'll do is I'm going to go to my component and type in this component type section. What I'm seeing here is a list of all the components that I've used while creating and building out my other PM programs. If I'm starting from scratch, I'm not going to have anything in here. So we're going to go ahead.

I'll try to add a fifth wheel if I don't have a fifth wheel as an option. if it hasn't been something I've used before, I do get this option to create the component right here so you don't have to go out to another section of the tool, create these components and come back. You can create this information right here directly in in in the PM program itself, so I'll go ahead. We'll finish this out. We'll say it's the fifth wheel I can give a description for. Something like a fifth wheel. I don't necessarily need another layer of description; I may just put it in general or I can leave that blank. However, if I was doing something like maybe I was doing the engine as a component wherever it might be, I might give another layer of description.

There of being. Is that a diesel engine? Is it a gas engine? If it's a bearing, is it mine? Is it my idle bearing? Is it my drive bearing? Do you know what is it there? And so I can add those descriptions there. The next thing I'm going to do is I'm going to add a quantity. So for the fifth wheel, we've only got one of these. Again, if I'm on a conveyor, I'm doing idle bearings, I might you know, there may be it's a long conveyor. I might have 25 different idle bearings for that conveyor. We're going to go ahead now.

I've got that component set up. We'll just go ahead and create that and I will see here under my frame section I have this fifth wheel component that's been created. Now I can go ahead and I can continue working down and I can add my engine mounting, add another section for my front axle or my drivetrain, and then continue adding this information. But what we're going to do now is with my fifth wheel component, I'm going to begin adding my tasks for that component. So the lookup here is our task from the maintenance manual is to an inspection on this. So what I'm going to do is I'll click here on me add task option and it's going to pull up. My bad task model here, so as you go through again, you'll see this throughout the tool anywhere with that red asterisk is going to be required. My task type is going to be just a quick description of what I need my teams to do guys out in the field that are performing the work. It's just a quick description format they need to do in order to perform this task. So on this task, the task type is going to be an insect type, an inspect task, so I'll come in. We'll grab, we'll type in inspect. And I can come in and account, we've got a lot of different options on. Maybe it's an inspect and adjust or whatever it might be. We always do again have the option to create a new task type.

For this one, I just want to do a simple inspection. I don't need any of that other information, so I'll go ahead and just create the inspect type and then our maintenance method. This is going to be how we're going to perform this task for an inspection. That's usually just going to be a visual inspection, so come in and just type in inspected visually. If I'm doing an A if I need to I need to grease the fifth wheel or grease the bearing on a conveyor or check the oil level on a motor. you know, for those greasing tasks I might use, I might put in there a grease gun or the type of grease gun I'm using. If I'm in a part of my maintenance is making sure bolts are torqued to the right specs, I may put in the torque wrench in there and maybe we can get a little bit more specific as part of that maintenance method and put in the, you know, the class or the level of torque ranks that I need to use. So this is just going to give again quick information to the teams out in the field performing the maintenance of how they're supposed to perform this task.

We come here to the board section, so I click on this the boards this relates to when you go to the maintenance section and you have your work boards. This is where we want this task to live. So some people have very simple setups, or they've got just one board, maybe two. Maybe they just have a come down here in the maintenance section. They may have just a simple maintenance board, so you can see in this setup here we have quite a few different board setups and these boards are broken down by teams as well so I can see I have my lubrication team, I've got my maintenance team and then underneath each of those teams I have a list of the words that we have created and so I can select where I want this task to live.

For this one, I'm just going to go ahead and put it in my maintenance team underneath my preventive maintenance board.

And then I can put in a quick duration. This duration here is just an estimated time to complete. Uh, let's say this inspection should take about half an hour, so I can go ahead and drop that in there quickly. We have criticality. This is going to be these are fixed options. Currently, we don't have a way to edit or update this, but these are going to be our options here. Let's say this is just a regular priority, nothing crazy there.

Umm, my special instructions section is here. This is an opportunity for me as an admin to provide additional information to my teams out in the field as they’re performing the work.

This information here is going to show this task for my team. So if I have an SOP away that I want them to perform this inspection or umm, people want to make sure that the equipment is shut down or I want to, you know, there's safety procedure, I need them to follow, I can go ahead and outline that herein, in my special instructions. Umm, I can type that out, whatever that information is. If I want to add a bulleted list of information, I can go ahead and do that there as well.

So we gave you kind of all the formatting options there as well to make it really kind of seamless and flow easily. And easy for the guys to read out in the not in the field.

So this one I'll go ahead and leave that blank. Let me come down here to our frequency section now frequency. We have three different options. Our days’ option is a required field.

So when I get something like this that is, you know, every six months, uh, go ahead and put in 180 days. But then I also have this option of putting in this semi-truck. I've got every 60,000 miles we need to perform these tasks. If I'm doing something on a motor, I may do hours-based maintenance where I've got to do something every 250 hours. The way the system will handle this is as it's looking at days and hours or days and miles, it's going to generate this task based on whichever comes first.

So this is if you know if we hit 180 days before we hit 60,000 miles, then it's going to go ahead and generate it. And vice versa, if we hit 60,000 miles before we hit 180 days, it's going to go ahead and generate this task as well. So this is kind of a whichever comes first situation here we come down into associations. We have this add assignee. If you have a specific task that you always want a specific member of your team to perform, you can go ahead and do that here. Let's say I always want Austin Hudson to be the one that takes care of this. I can go ahead and assign that directly to them and I can add as many people onto that as I would like. Umm, but again completely optional and I can also add a lead to that as well.

Just the person that's kind of ultimately responsible for that, for that task. The last section here is going to be our attachments and in the attachment section, I've got two options.

I can add an inspection of these inspections where this is pulling from. This is pulled from the digital forms tool.

We did a training on the forms tool last month. If you want to go back and review that form’s training, it isn't bedded directly in the form builder tool, so you can review that. But as you create those forms, they're made available here in this task section. So let's say I want to do my attach my fifth wheel inspection here and go ahead and type that in. And it'll pull it in. I've got my fifth wheel monthly maintenance and that's going to what that will do is that will attach this form. This inspection to this task so that every time it's generated, no matter what piece of equipment it's on, it's always going to have this inspection associated with it and it is going to be required.

So your teams will have to submit this form before they're able to close out and complete the task, and the last piece here is going to be our attachment section. And this is where I can attach it. Maybe it's an SOP, maybe it's photos, whatever might be, but I can go ahead and attach that to my, to my task and this will act very similar to the inspection that I've attached every time this task is generated, this document will be attached to it. It'll go along with it and it will be there to be referenced again by your teams out in the field. This is made available in the mobile app and they're able to open this up and scroll through it and get these instructions for how to change an air filter or whatever it might be.

Now I've gone through this. At this point, I can go ahead and create this task and it will create it with all this information, but one additional piece, let's say, rather than this being an inspection task, this was a greasing task. Umm, so what I can do if we just update this quickly? Let's say this is a grease task and I want to add the type of grease that my teams need to use while they're performing this task and go up here to the Part tab and as Parts tab.

This is where I'm going to add the grease that needs to be used or the air filter that needs to be used whatever it might be. So I can go ahead and here I've got this is pulling from my inventory list so you can pull in from any. You can search for any of your inventory items so I can go ahead and say I want to use my multi-purpose grease again. Just like with task types, though, we do have the ability to create a part directly from here, so if you're going through your maintenance manual and you see hey, I need this synthetic SAE 750 or 75140 and you don't have that in your system, you can go ahead and create that right here.

That will also create it in your inventory and the inventory area of the app so that you can track quantities and measurements there. But for this one, if it's on your list, you can go ahead and just select it. These points per component. This one is what this is asking for. What is the number of places that we need to apply this part? So for example, if I have. If I'm greasing on an electric motor. Umm, those electric motors are going to have two spots. There are the inboard and outboard bearings that need to be greased and so in that in that case, what I would do is I would have two points per component.

So that means there are two great circles that I need to hit when I'm performing this task on this fifth wheel. Done greasing? Maybe there's there are four spots that I want my guys to be hitting on this fifth wheel. And so really what you're indicating with these points per component is just how many spots, umm, your how many spots on this component will this particular part of this particular product be used during this maintenance task once I've got that entered, we come down the volume.

So how much are we actually going to use? Let's say I want; you know we're doing the grease task. I'm on my guys to use. We can say it's, we'll say 25 grams and this can be I can use grams. Some people may use hey, I'm using 15 pumps of grease from a grease gun, or I need to change out two air filters. So you've got your unit of measure and your volume there that you're adding and said again, this will act just like the inspection does. Anytime this task is created, it will populate with this information as well, so that your team is looking at it quickly and will be able to see what part they need to use, and how many of those parts they need to use. So they're looking at a change in the air filter task. They can quickly see OK; I need to grab 2 air filters to complete this task.

They can open up their phone before they got into the shop or out into the facility. They can see a list of the parts that they need to grab. They can grab those parts, grab those products, take it out with them, and kind of eliminate that, you know, The Walking back and forth that can sometimes happen. Com When guys were doing their maintenance these last two tabs are just some additional information and customer information. The sequence number is going to be more for routing purposes and we're going to do a training on that in the next month or two, creating lubrication routes. That's where this sequence number will come into play more often than it will for kind of your standard mobile maintenance. A lot of times, you know, there may be some tasks that need to be done in the correct order when you're doing maintenance on a piece of mobile equipment, but more often than not, that sequence and routing becomes much more important in a when you're actually doing like a lubrication route through a facility.

But this you can put in what order this number needs to be done and this task needs to be #4.

So when it creates the work order off of this information, it will have this task be the 4th task on that list and then this. Does this affect production? This is basically umm due.

Can I perform this maintenance with the equipment running or do I need to shut it down in order to do it? So if I do need to shut it down in order to do it, I'm going to go ahead and turn that on. This basically is hey, this is a shutdown task. The equipment needs to be turned shut down and locked out in order to perform it. If not, I can go ahead and leave that off, and then that will allow me to. I won't get that flag alerting me that equipment needs to be shut down in order to perform the task.

The last tab here is going to be our custom tab. This is where any custom fields that you've created, and they'll be training on custom fields coming as well. We do have some knowledge-based articles around custom field creation and I'll show you guys where to access those knowledge-based articles here at the end of the training today. Umm but any custom fields that have been created will show here and you can fill out that information as well. So maybe for this task, I have to fill out a workplace safety assessment form.

Is it required for this one?

Yes, it is something guys know they have to fill out in order to complete this task.

If not, I can just go ahead and hit and that's just an example. This can be anything from. Take a measurement to complete a form, whatever it might be. For those custom fields per task, you can create as many of those as you need. So now that I've got everything built out, I've got it all filled out. I'm going to go ahead and hit create now. We'll add this task that I've created to that component in that section, so I've got my frame section.

I've my fifth wheel component and under here I can see I have my greasing task.

You can see I'm using multipurpose grease every 180 days or every 60,000 hours.

So what I would do is now just continue down this list and I would then add my engine mounting component under my frame. So we'd add that component and we would have the task of inspecting the engine mounts. We would then add the front axle and we just work our way through this maintenance manual, building out the components, tasks, and sections the same way we did with them. With this frame section, the fifth wheel component and the greasing task from there. Once I've got all that built out, what I'll then do is I'll go ahead and I'm going to start associating mine. Assets. So I've got my entire program built out. I've got all my tasks built out.

I'm going to add me add the assets that I want to adopt this information that I've created.

So what I'm going to do? I'm going to hit add this screen here showing blank now because I don't have any associated assets. Once I have associated assets, I'll be able to see those here.

So my first step is going to be to come here and hit add asset and this is going to pull up a list of all the assets I have in my system. I can come through and I can check items off, check or select assets one at a time or I can go ahead and use this filter option. And let's say I want to search by asset type and I want to look for my semi-trucks go ahead and start typing grab semi-truck hit filter. It's going to filter my list to all my semi-trucks and I can filter that further if I needed to grab it.

You know, this was specifically for the Peterbilt 580 nines. I can come in here. Search for Peterbilt filter again and it's only going to show me ask that you know semi-trucks that are Peterbilts. So now that I've got that selected, we're going to go ahead and click on add assets and this will add it to this screen here. So I can see it. We'll go back to the PM template builder and now that I have done that, what we'll see here at the top is we're going to get this message. It's going to say the program has been saved. We're updating your assets. This could take a few minutes. What that means is that the system in the back end takes a little bit of time, but what it's doing is it's taking all of this information that we've set up down here in the details section and it's adding it to these assets that we've associated to it. So depending on the number of assets that you've associated and the amount of information you have in detail, the number of sections, components, and tasks, this may take a little bit of time.

So if you.

Associated assets. And then you go quickly over to your work boards. You're not going to see it immediately. It is going to take a little bit of time for all that information to generate from here. The last step that we're going to do is we're going to create these work order templates now. These work order templates. What this does is this takes. This is where we take all of our tasks. We group them together into a work order that's generated on a regular frequency. I'm going to go here. The first step for me here what I can see is I can see over here on the left-hand side. I'll see a list of all the components that I've added, so I've added four or five. I'll see all those and a list of the tasks that are on each of those components. So my first step I'm going to go ahead and add a work order template and look at this one over here. This is our 60,000-mile or six-month work order. So I'm going to give it that name. We'll say this is our 60,000 mile. Yeah. Yeah, I'm going to select what board I want this to live on. We'll have this go to our maintenance board and then we have some optional information.

If I want to have this automatically assigned to a specific role, I want this to go to my mechanics. I want this to go to my lubrication technicians, whoever might be, I can go ahead and do that if I if I'm working in multiple locations, we have the option to add those different regions here and then I can add work order notes.

So any notes? I want my teams to have access to it. I can add it here once I've got that outlined, I'm going to go over to my frequency tab and then here. This is where I'm just going to set the frequency. The generation rules for this work order, so for this one, instead of every 30 days, we're going to make it every six months. So I can go ahead and update that, let's say six months if I want to put it on a specific day, let's say I want to do it every 15th of the month. I can do that if I want to do a for this one, I'll add in additional frequency because this is also every 60,000 miles, so we'll leave this on miles here.

Update this to 60,000 and again what this is going to do is this is going to have frequency on tasks and we have frequencies on work orders. When I assigned the task to the work order, it's going to adopt the frequency and generation rules of that work order. So I might have, let's say I've got a 45-day task that I pulled out of the maintenance manual, but as I'm going through, I've got about tasks that are on a 30-day schedule and only two or three tasks on a 45-day schedule and instead of, yeah, putting that equipment down to times or pulling that truck into the shop twice. Let's say I just want to combine my 30 and 45-day tasks together.

I can do that on my work order template and what it's going to do is it's going to automatically have those 45-day tasks adopt the 30-day task rules. Excuse me. The 30-day work order rules, so once I've got that information set up, the last piece here is for me to do my set my generation rules. All this does is tell the system when we want to generate the next work order and how we want to do that. So the first thing we're going to decide, do we want the next work order to be generated based on the completion date of the previous work order or the due date where this will come in where this would make a difference is if I'm overdue on a work order by let's say a week.

It's a two-week work order and I'm overdue on it by week when that met in this select frequency setting here. What this is allowing me to do is allow me to determine when I want that next work order to come so if I'm a week overdue and I select this generate from the last completion date, it's going to have that work order be due 2 weeks from when I completed it.

So if it's a week overdue, then it's going to generate 2 weeks from that point.

Really kind of giving me potentially 5 weeks where there are only two work orders done in a five-week span.

This last due date. What this will do is this will generate based on the original due date for that work order. So this would ensure that every two weeks this work order is coming due. Now what this might do is if I complete my work order a week late, that means in a week from that a week from then it's going to generate that work order again.

And so at that point, you know, I might, I might have, I might be doing the same maintenance a week apart from each other rather than two weeks apart. So it just comes down to preference for your team. Do you want to push it out and do everything just on completion date or do you want to keep it on that same schedule regardless of what happens? And set it from that last due date and then the last piece here is setting the overdue rules. So how do we want to handle a work order when it goes overdue? Do we want this first option here is we're not going to do anything with the current work order? We're going to allow it to sit there, allow it to say that it's overdue. Maybe it's, you know, as long overdue as it might be. Maybe it's 10 days, 30 days, six months.

It's only going to have that one work order and it's just going to show it as overdue.

This option here what will happen is when that work order goes overdue, it's going to close out the current work order. The old work order, even though it's not completed, it's going to close out and mark it as skipped or missed. And then we're going to generate a new work order now. So what that does is it keeps your board clean, but from a reporting perspective, we are able to go in and pull out those skipped work orders and show that on a dashboard.

So that you can see how many times a work order has been skipped.

Typically, we see this one being used for daily routes or daily work orders, things that need to be done on a day-to-day basis. People may not want those to go overdue, and they also don't want three or four different versions of the same work order. And so sometimes they're a lot of times we'll see customers use this option for those daily work orders. The last option here. What this does is when a worker goes overdue, it's going to create a new work order, but it's going to keep the old work order open. So you'd have two work orders open, one that's showing as overdue and one that's showing as current.

So again, that's just preference for your team there how you want to set that up. But now that I've got that set up, I know we're up against time here. So the last couple of steps here I can save this and I can go through the same process to add additional work order templates. So if I have there are 30,000 miles, I've got 120,000 miles.

Whatever those are, I'm going to build those out the exact same way that we built out this one. And then the last step is going to be to assign the work orders to that or, excuse me, assign the tasks to that work order. So what we'll do? There are two ways to do that.

I can either do a drag-and-drop if I just want to move one task at a time. I can do that if I want to do what I have and I can show this in another work order quickly or another template.

Let me grab this one quickly, but I can also do a bulk assignment on it. So what I can do on this one? I've got my two work orders here. I've got my list of tasks on the left. I can come through here, and select the tasks that I want to assign to a work order. Click on this move to work order button and then I can select the work order template that I want to assign it to and you can assign tasks to multiple work orders. So if I wanted to assign this greasing task to both of these, I can do a quick drag and drop onto both of those and it will assign that task to both of those work orders.

Once we've got all that set up again like we're seeing here, we're going to get that message letting us know that those updates are taking place. And at this point, now that we have these work order templates set up with tasks on them, now we're going to start seeing those work orders starting to appear on us on our work board. And so we're going to see that information transferring over here where it can then be used. You can assign it to your teams. They're going to be able to access that information, those work orders, the tasks, any of the forms or attachments or instructions that you put on those tasks, they're going to be able to access all of that in the mobile app, be able to complete those tasks, those them out.

And then we can go ahead and report on those. I just have one last note before we wrap up here with these PM programs. We've again we've used a semi-truck as an example today. And we've gone all the way through to setting up work order templates just as kind of a prep for our next training, which is going to be on setting up routes and lubrication routes or daily operator routes. You don't have to set up these PM programs for an entire asset. We have had customers that set this up umm on the component level. So again, maybe if I'm at a paper mill, I may create a PM template for motors, for gearboxes. For whatever you know, some pumps. Whatever it might be, and then what will we do is rather than create work order templates, we then can take these tasks that are generated and we create routes with them. So that's something we'll go into in our next training is how to create routes and manage routes.

But just know that these work orders. These PM programs don't have to be just for mobile equipment, for whole, whole equipment. We can use this down to the component level to create an entire PM program for components because what we're able to do is I can assign multiple PM programs to a single asset. So let's say I've got my conveyor asset, but my conveyor has its got gearbox, motor, and bearings. I can build out an APM program for my gearbox, and one for my motor, and then I can assign multiple PM programs to that single asset and it's going to adopt all of that single asset is going to adopt all of these sections, components, and tasks that were set up on that motor. In the gearbox there.

So if there are, if there are no questions, then we're going to go ahead and we'll wrap this up for today. Really appreciate your time and making the effort to join this training today as we wrap up this training was recorded and we will be publishing that here in the PM program table. Haven't decided exactly where it's going to live yet, but you'll see a green training video button. You'll be able to click on that and then review this training if you would like also what you what you may have seen is we're going as we were going through today we have these little helper icons now that if you want a little bit more information on any of the things we covered today, you can go ahead and click on that.

It will give you a link to for example. This one is kind of a high-level overview of how to generate templates and it's going to take you to our knowledge base. So that's one way to access the knowledge base is as you're moving through the tool and you're hovering over different things, you'll see these are the icons that you can click on. Another way to access our knowledge base is if you come down here to this E to our Resource Center to this little question Mark icon you can come down here and click on our help center. If you click on this, it'll bring up ours. You can search for it. Let's say I want to do it. How to add tasks to the PM program? I can go ahead and search for that and it's going to pull up a list of articles that are related to that. So I've got my how to add a task I can click on that and this is going to actually show me just right in this window. It's going to give me that Knowledge base article.

Walk me through how to add a task to a PM program here. So just another place for you to go ahead and find those resources umm to help you if you know get down the road a month or two and forgot how to add an asset or have a task that information is here.

It's embedded throughout the tool and we're going to continue to do this in different parts of the tool and flesh out even more. The embedded icons that we have here for the PM program tool. Thank you very much for your time. Really appreciate it. And we'll look forward to seeing you guys again next month for our next training. Thank you.